

**CONEY WESTON PARISH COUNCIL**  
<https://coneyweston.suffolk.cloud/coney-weston-parish-council/>  
**MEETING**

**AGENDA**

To be held on **THURSDAY 4 NOVEMBER 2021 at 7.00pm**  
In the Village Hall, Coney Weston

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public. This does not extend to live verbal commentary. Filming and photography will only be permitted from the area designated. No flash photography or additional lighting should be used without prior consent. Anyone wishing to report on the meeting should notify the Clerk or Chairman so that they can be afforded reasonable facilities.

1. **To receive the resignation of the Vice Chair to the Council.**
2. **To receive and vote on the following nominations:**
  - 2.1. **Chair to the Council**
  - 2.2. **Vice Chair to the Council**
3. **To receive apologies for absence and approve the reasons given.**
4. **Declarations of interest.**
5. **To approve the draft minutes of the last Parish Council meeting (17 September 2021).**
6. **Scheme of public speaking (public participation about a specific agenda item).**
7. **County Councillor's report.**
8. **District Councillor's report.**
9. **Presentation from Sam Norris, Knettishall Heath Ranger, Suffolk Wildlife Trust.**
10. **Councillor's Reports**
  - 10.1. **Defibrillator, village and volunteer groups – Cllr Clarke**
  - 10.2. **New residents, community engagement – Cllr Craig**
  - 10.3. **Environmental initiatives, neighbourhood watch liaison – Cllr Duncan**
  - 10.4. **Website, Facebook page and publicity – Cllr Flood**
  - 10.5. **Planning, monitoring of notice boards – Cllr Ladell**
  - 10.6. **Highways, hedges and footpaths, speed device – Cllr Mihr**

## **11. Financial Report**

- 11.1. To review income and expenditure from **1 April to 26 October 2021** against budget and to confirm that the bank reconciliation agrees with the bank statements and sign off.
- 11.2. Sign off payment schedule and authorise payments:
  - 11.2.1. Judge Sampson Ltd – fridge magnets - £146.00, VAT £29.20, total £175.20
  - 11.2.2. SALC – payroll subscription to 30.9.21 - £22.50, VAT £4.50, total £27.00
  - 11.2.3. Ben Hogg – donation for Remembrance Day wreath – total £25.00
  - 11.2.4. Mrs Amy Mann – village hall car park rent – total £150.00
  - 11.2.5. Clerk - salary for the months of September & October 2021- total £289.52
  - 11.2.6. HMRC - personal tax payment for Clerk for the above months – total £72.40
  - 11.2.7. WEL Medical – electrode pads for defibrillator - £72.00, VAT £15.59, total £93.54
12. **To approve 1 salary increment for the Clerk** – from SCP7 to SCP8 as per employment contract (previously circulated to Councillors) on successful completion of ILCA course (backdated to 11<sup>th</sup> June 2021).
13. **To discuss the options and financial implications of vesting 2 plots of playing field land in collaboration with the Playing Field Committee.**
14. **To discuss arrangements for the Jubilee 2022 Celebrations.**
15. **To discuss options for the Annual Village Meeting 2021.**
16. **To review and approve the following policy document updates:**
  - 16.1. CWPC Employee’s Code of Conduct and Grievance
  - 16.2. CWPC Disciplinary Procedure
17. **To discuss and agree a working party to review CWPC Standing Orders.**
18. **To consider the benefits and financial implications of installing internet facilities at the Village Hall.**
19. **To discuss and consider the vacancy for a Councillor on the Parish Council.**
20. **To consider any correspondence received and matters for Council’s attention since publication of the agenda.**
21. **Date of next meeting** – Thursday 6 January 2022 at 7pm in the Village Hall.

Andrea Morris

Clerk